



CITY OF HOUSTON
FINANCE DEPARTMENT
Strategic Procurement Division

Sylvester Turner

Mayor

Jerry Adams
Chief Procurement Officer
P.O. Box 1562
Houston, Texas 77251-1562

T. 832.393.9126
<https://purchasing.houstontx.gov>

January 7, 2022

SUBJECT: Letter of Clarification No. 2

REFERENCE: RFP No.: P03-T31149- Houston Airport System Food and Beverage
Concessions (William P. Hobby Airport)

TO: All Prospective Proposers

This Letter of Clarification is issued for the following reasons:

- To add the below language to PART II – SCOPE OF WORK AND TECHNICAL REQUIREMENTS.

1.23 COLLECTIVE BARGAINING AGREEMENT OR LABOR RELATIONS PLAN

1.23.1 If Concessionaire and its subcontractors shall have an existing collective bargaining agreement with a union that would be applicable to personnel who would be working at City facilities, then a copy of the complete Agreement should be included in the proposals.

1.23.2 If Concessionaire and its subcontractors do not have an applicable existing collective bargaining agreement, then Concessionaire shall describe how it would maintain labor peace by:

1.23.2.1 Stating what its response would be to any union organizing drive; and

1.23.2.2 Describing what policies or procedures it would utilize in order to enable personnel to address any complaint they may have with management regarding wages, hours or other terms and conditions of employment.

1.23.3. If Concessionaire or any subcontractor has had an unfair labor practice charge filed against them with the National Labor Relations Board (NLRB) in the past 10 years, then a copy of the charge and a detailed description of the resolution should be included in the proposal packages.

Council Members: Amy Peck Tarsha Jackson Abbie Kamin Carolyn Evans-Shabazz Dave Martin Tiffany D. Thomas Greg Travis Karla Cisneros
Robert Gallegos Edward Pollard Martha Castex-Tatum Mike Knox David W. Robinson Michael Kubosh Letitia Plummer Sallie Alcorn

Controller: Chris Brown



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1.24 WAGE, THEFT AND PREVENTION

1.24.1 Concessionaire and its subcontractor(s) shall comply with all applicable federal, state and local wage and hour laws, including the City's Wage Theft Ordinance as set out in Chapter 15, Article IV of the City of Houston Code of Ordinances.

- To replace PART III – SCOPE OF WORK – FOOD AND BEVERAGE PACKAGE ONE and its entirety with the attached pages marked REVISED 1/7/22.
- To replace PART IV – SCOPE OF WORK – FOOD AND BEVERAGE PACKAGE TWO and its entirety with the attached pages marked REVISED 1/7/22.
- Revise PART VI – SUBMISSION OF PROPOSAL, Section 1.0 INSTRUCTIONS FOR SUBMISSION - 1.1. Number of Copies with the below language:

1.1. Number of Copies. Submit one (1) printed original (Marked "Original") signed in BLUE INK and six (6) electronic copies of the Proposal on flash drives (Non-Password Protected) sealed in a separate envelope bearing the assigned solicitation number (P03-T31149) to:

City Secretary's Office
City Hall Annex, Public Level
900 Bagby Street
Houston, Texas 77002

- To add the below additional language to PART VI – SUBMISSION OF PROPOSAL, Section 2.0 SUBMISSION REQUIREMENTS:

Tab 10: Collective Bargaining Agreement or Labor Relations Plan: Provide statement requirements as described in 1.23 Collective Bargaining Agreement or Labor Relations Plan, including required copies of agreements as listed.

- To replace Exhibit VII and its entirety with attached Exhibit VII marked REVISED 1/7/22.



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END OF LETTER OF CLARIFICATION NO. 2

When issued, Letter(s) of Clarification shall automatically become a part of the solicitation documents and shall supersede any previous specification(s) and/or provision(s) in conflict with the Letter(s) of Clarification. All revisions, responses, and answers incorporated into the Letter(s) of Clarification are collaboratively from both the Strategic Procurement Division and the applicable City Department(s). It is the responsibility of the respondent to ensure that it has obtained all such letter(s). By submitting a proposal on this project, respondents shall be deemed to have received all Letter(s) of Clarification and to have incorporated them into their proposals.

If you have any questions or if further clarification is needed regarding this solicitation, please contact Ruby Lopez at ruby.lopez@houstontx.gov or 832.393.8705.

Sincerely,

DocuSigned by:

Jerry Adams

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Jerry Adams

Chief Procurement Officer



C: File: T31149

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